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Department of Health and Family Services

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**Date:** June 6, 2000

**To:** Family Care Resource Centers  
Hospital Contacts in Family Care Counties

**From:** Mary Rowin, Integrated Health and LTC Systems Manager  
Center for Delivery Systems Development

Susan Schroeder, Director  
Bureau of Quality Assurance

**Subject:** Pre-Admission Screening (PAC) Referral Training

As you know, the DHFS joint memo dated January 24, 2000 from the Bureau of Quality Assurance and the Office of Strategic Finance, requires hospitals to refer people to a Resource Center when the person has a long term care need likely to last 90 days or more. Due to the number and scope of PAC referrals being experienced by the Resource Center pilots, we are requesting that hospitals previously identified in Resource Center PAC plans temporarily delay their start date for referrals to the Resource Centers until such time that the Department can provide training to local hospital discharge planners on criteria and exemptions for PAC referrals.

By September 30, 2000 the Bureau of Quality Assurance, in conjunction with the Center for Delivery Systems Development, will train regional hospital discharge planners and BQA staff responsible for surveying hospitals. This will ensure that the process for PAC referrals is clear and the criteria used for triggering a referral or exemption is uniform across all hospitals.

Meanwhile, the Department is contacting all discharge planners in the pilot counties currently making PAC referrals to gather information on the barriers being experienced by the discharge planners when deciding if a referral to the Resource Center should be made. We will attempt to incorporate solutions to those barriers into the training currently being developed. As part of the training, we will develop written criteria that prompts hospital discharge planners when to make a referral to the Resource Center. A new date for referrals to begin from the hospitals to the Resource Centers will be established locally by the Resource Center, prior to the full implementation deadline date of each pilot. The Center for Delivery Systems Development will act as coordinator for the Department to ensure the new implementation dates are communicated to hospital surveyors.

If you have any questions, please contact Sharon Ryan at (608) 267-7378 or FAX at (608) 266-5629.